

MINUTES
TRANSPORTATION ASSET MANAGEMENT COUNCIL
February 2, 2005
Aeronautics Building
Lansing, Michigan

Meeting noticed in accordance with Open Meetings Act, Public Act 267 of 1976.

Present

Thomas Wieczorek, Vice Chairman
Eric Swanson, Member
Susan Mortel, Member
Steve Warren, Member
Frank Kelley, Commission Advisor

Jerry Richards, Member
Bill McEntee, Member
Kirk Steudle, Member
Robert Slattery, Member
David Bee, Member

Absent

Carmine Palombo, Chairman

Staff Present

Rick Lilly, Bureau of Transportation Planning
Stacey Schafer, Bureau of Transportation Planning
Ron Vibbert, Bureau of Transportation Planning
Gil Chesbro, Bureau of Transportation Planning
Rob Surber, Center for Geographic Information

Call to Order

Vice Chairman Wieczorek called the meeting to order at 1:00pm.

Approval of the January 5, 2005 Council Minutes

Mr. Lilly indicated there was a correction in the January minutes. It was listed that the Council had approved the January 5, 2005 minutes instead of the November 10, 2004 minutes. **Mr. Richards moved, and Mr. McEntee supported. Minutes were approved, as corrected.**

Correspondence and Announcements

Mr. Lilly indicated that Governing Magazine had recently acknowledged the Asset Management Council. A copy of the article was provided to the members. Mr. Lilly also provided members with an announcement on the 6th national conference for asset management, which will be held in Kansas City in November. They are looking for presenters. If anyone is interested in presenting let Mr. Lilly know and he will submit the proposal or members can submit proposals directly to the conference organizers.

Mr. Lilly received an e-mail from Meghann Rauscher last week and she is doing well. She sent her regards to all of the members.

Mr. Lilly reminded members that at the meeting at Higgins Lake, Mr. Palombo ended the meeting with the MPOs/RPAs by saying that Mr. Lilly would be doing follow up meetings and he is going to be doing them next week. He will be in Jackson, Benton Harbor, Traverse City, Gaylord, and Saginaw. Mr. Lilly will be talking specifically with the Regional Planning people to discuss the follow up on the data collection and also the work that was done up at Higgins Lake.

Agency Reports

Mr. Steudle spoke about his trip to London. He gave a presentation on the U.S perspective on Asset Management. He said that it was very interesting and he got a lot of questions on how this Council works. They are struggling with counties and cities that are trying to pull asset management plans together. Their federal highway agencies are trying to pull these things together from a national perspective. Brochures were handed out, and one of their issues was how to educate the public. Mr. Steudle indicated the brochures were very helpful.

Committee Reports

1. Administrative and Education

The Administrative and Education Committee looked at how we are going to be educating the overall community in the state (mayors, council members, etc). A recommendation was made that this year we would be looking at rolling out a three step approach. It would start with an introductory class and then move to an advance course. The introductory class would be the one currently conducted by the Local Technical Assistance Program (LTAP) on asset management/pavement management. The next course would be the revised NHI course on asset management. The third phase would be sponsoring sessions of the pavement management class conducted by the National Center for Pavement Preservation. These programs would not exceed \$81,000 as a total, and this would start to address some of the needs that our agencies are facing. These training courses are not going to include everyone, but the hope is that within in the next couple of years it would reach everyone. The Council would pay for these registrations, but not time or travel. It is to be made sure that the courses are directed to Michigan, using Michigan's definitions. The training would be on a first come first serve basis as of right now. We are looking to use as much advanced technology as we possible can to keep these courses up to date. **Mr. Heidemann moved that the Council authorize scheduling and paying for these courses. Mr. Steudle supported. Motion was carried.**

Annual report was discussed, and one of the things that we are looking at in this report is the structure and the goal and objectives that Mr. Palombo has presented to the Transportation Commission, and what our methodology is to achieve these goals as far as data collection.

Cambridge Systematics Proposal to rewrite the NHI asset management course and guide: Mr. Lilly met with staff from Cambridge Systematics and share the Council's concerns about the draft proposal. Cambridge Systematics then revised the plan as requested by the Council. They have included parts of the work plan dealing with staff, time, travel, and they decided to increase the time frame from six to nine months. We changed the contract from a flat \$200,000 to not to exceed \$200,000. **The request of Cambridge Systematics not exceed the allotted amount was moved by Mr. Slattery, supported by Mr. Heidemann. Mrs. Mortel requested to be recused, Mr. Warren moved Mrs. Mortel's recusal, supported Mr. Richards. Motion was carried.**

The motion to approve the contract with Cambridge Systematics was approved with Ms. Mortel abstaining.

Midwest Regional University Transportation Center has requested that we contract with them to document the current asset management training courses and opportunities that are available throughout the Midwest. The request is for \$20,000. **The recommendation to fund up to \$20,000 of this project was moved by Mr. Warren supported by Mr. Richards. Motion was approved.**

2. Data Management

Two items were discussed during this meeting. The first item dealt with the reporting process. We are in the process of working with Center for Geographic Information in developing an internet reporting system that would allow agencies to report the information required in the law electronically. Mr. Surber stated that we are in the process of finishing up the design. Right now we are able to establish functionality of the product through some of the routing capabilities. It has been tested and it works. It will allow you to select a start and end point on a particular project via the map base. The goal is to make as few clicks as possible. Some of the capabilities are finished such as panning around, zooming in and zooming out, and printing. The login portion of this is underway where someone can log in and log out as they do their work. It will also provide roles so that certain individuals will or will not be able to edit certain things. It will also allow, for the Council to determine, someone to administer those roles and rights to particular individuals. In the next week we will work on reporting through tabulating and maps, and by the end of February the hope is to have a working demo/product. The goal is to be able to present, to the Council in March; and we will be presenting to CRAM and MML meeting in March as well. The plan is to reveal the data/plan between March and April and then take that feedback and in May have a lockdown version of this. CGI will communicate with Terry McNinch and the RoadSoft people as well. Mr. McEntee said that there are technical issues that we need to resolve relating to changes in jurisdiction; who is going to

be doing the reporting. CGI will continue to proceed and have a demo for the Date Management Committee next month.

The second item is the Pilot Projects. There were a total of 11 projects submitted and the committee has rated each of these. It is recommended that we proceed with the top 5 scoring projects including ties. These are Alcona, Calhoun, CUPPAD 1, CUPPAD 2, Region 4, Region 5, and Washtenaw County. It was recommended that Mr. Lilly contact the City of Clawson and St. Clair County and rescore those if they are revised. We are going to defer on Oakland because it needs to be funded in other ways. Wade-trim is too expensive and was not approved. **The committee recommended approving top five scoring (including ties) proposals and rescoring Clawson and St. Clair County if wish; defer on Oakland County; and not to fund the Wade-Trim proposal. Mr. McEntee moved, and Mr. Slattery supported. Motion was approved.** Total for all the pilots is \$132, 238.

3. Strategic Analysis

The Strategic Analysis Committee continued discussing the Council's responsibility under act 499, which is to advice/report to the State Transportation Commission on a statewide asset management strategy. Mr. Warren put together a diagram on the statewide strategy so that everyone on the Council would be in agreement as to what was meant when we discussed a statewide strategy. We learned through the vendor fair that there are a number of different vendors with slightly different programs that will allow us to develop a strategy. For the last couple of meetings the committee has discussed developing an RFP and it has become clear that as a Council we need to define our expectations for this strategy up front so that vendors know how to approach this request. Throughout discussions, it is obvious that there is not a clear consensus of the Council as to what we want. We want to be absolutely sure that we as a Council are in agreement before we proceed.

Mr. Warren drafted a statement based on the different discussions that the committee has had. The idea is to put the Strategic Analysis Committee's discussions on paper so that the Council can see what they are thinking and how it compares to the thoughts of other Council Members. The hope is to develop a consensus, in terms of this is what we as a Council intend to do in terms of reporting a Statewide Asset Management Strategy. Mr. Warren went over his diagram with the Council. The purpose of this whole thing is to fulfill our requirements under Act 499 and to assist each of us (State, Counties, and Local Municipalities) in improving our roads and bridges in our own jurisdictions. That the Statewide Asset Management Strategy will eventually encompass all the local roads in Michigan (in a global sense) and it will be based on Condition Surveys and the Multi-year

investment plans that each of us report, as well as regular reporting through our web based procedure (capital maintenance activities that each of us do on our systems each year). Developing the strategy we will analyze current and forecasted conditions by functional class through the statewide system as well as logical sub-systems (Statewide or MPO). That the statewide strategy will identify condition trends resulting from the collection of each jurisdiction's three year investment plan, so we will have the ability to say that if everyone does what they say they are going to do we will be able to project out what the condition trend in our collective system will be. The statewide strategy might also report on the potential trend if we turn up investment level, it would be reporting on the potentials of the statewide system, that the future might be different if we do certain things. There are two strategies in doing this; one is projecting what will happen under a "business as usual" approach, and the other projecting what could happen given certain assumptions.

This is seen as a learning process and used as an educational component. Mrs. Mortel said the first part is to get the Council on the same thought process to recommend to the Commission that this is what we mean by strategy. The other part is before we write an RFP we have to know the capability that we want in the model. This is meant to address our responsibility to the Commission. This process would be good at the local level; we would be identifying certain projects on an upward approach. We need to look at how our money is being spent and to report on that at a statewide level. As a Council we have decided that we will report on functional classification and not jurisdiction. **Mr. Slattery moved for approval of draft one and Mr. Heidemann supported. Motion was approved.**

Discussion on Proper Procedures

Mr. Kelley informed the Council that they are under the State Transportation Commission, and he represents them in every procedure that the Council conducts. He informed the Council that they were doing a great job in getting the Council started, which is going to make it easier for future Councils. He reminded them that just as the Commission is subject to the Open Meetings Act, so too is the Council.

Monthly and Quarterly Report

January monthly report and the 2004 fourth quarter report were handed out. The monthly report should also indicate that the Council had a presentation from Midwest Regional Transportation Center. **Mr. Richards moved for approval of the two reports with the correction in the monthly report. Supported by Mr. Heidemann. Motion carried.**

Update on Data Collection

Gil Chesbro handed out maps on the 2004 data collection. Saginaw, part of Calhoun, Oceana and Ottawa are missing. Ocean and Ottawa had a problem with software and it is expected soon. Calhoun has not reported and contact is going to be made to find out when the expected date of completion will be. All the counties need to report out before the final analysis can be completed. The information collected to date shows there was a lot of deterioration from 2002-2003 collection period. Further analysis will be necessary to determine why this decrease occurred. Mr. Chesbro's main concern is that this data be repeatable (be able to send two people out to rate the roads and both get the same rating) and he is not sure if we are there yet. This year's reporting process has been problematic. It was harder to keep track of the data collection process, and we are going to have to work through this. Another concern is that we are scheduled to report to the Commission in March and the Council will want to review the ratings before the Commission sees them.

Approval of revised Work Program with Cambridge Systematics

This item was approved under the committee reports. See above.

Approval of Pilot Studies

This item was approved under the committee reports. See above.

Presentation on HERS ST

Sue Gorski gave a presentation on HERS ST.

Presentation on RQFS

Jim Fillwock and Jon Galbreath gave a presentation on RQFS.

Public Comment

There were no public comments.

Adjournment

Meeting was adjourned at 4:00pm.